

MINUTES of the PRESTWICK HOMEOWNERS ASSOCIATION  
May 22, 2011

Present: Jim Nolting, Brandon Palmer, Tom Kazmierczak, Bill Matevich, Rich Misiorowski, Tom Wiese, Rachel Gilmore

Absent: Marc Steinman, Greg Metschke, Tom Barz, Joey Buck, Ray Rossi

Special guest: Jennifer Ziltz, new Member Services Director for Prestwick Country Club

Jennifer talked to the board about membership initiatives and looked at possible cross promotional opportunities with PHA. The board agreed to make names and addresses available for a welcome letter from the Club to all Prestwick residents. Jennifer will also provide information on the membership initiatives, as well as 3<sup>rd</sup> of July fireworks info, for the June newsletter.

She has already dropped off membership information brochures to be included in the PHA welcome folders.

→ ACTION ITEM: Jim will get Jennifer a directory when they are ready.

Tom K. moved to accept the March minutes. Rich seconded. All were in favor of accepting the March 2011 minutes.

## ENTRANCES

### 1. Cleaning and Straightening of Stone Entrance Signs

The Highland entrance sign has been cleaned. It looks great. It still needs to be sealed. Because of the expense and the fact that the other signs look fine, no further cleaning will be done.

→ ACTION ITEM: Jim will contact Koreman and verify that the stone has been sealed.

### 2. Shetland Entrance

The streetlight at Shetland hasn't been working for a month, which is affecting the PHA sign lights. Tom W. has followed up with the Village with two phone calls.

→ ACTION ITEM: Jim will contact the Village if the lights are still out the week of May 23.

### 3. Bed Plantings

Tom W. emailed Tunzi to ask about an install date for the spring annuals. He is waiting to hear back.

### 4. Replacement Lens

Tom W. will order the replacement lens for the uplighting at the back of the Aberdeen entrance.

### 5. Aberdeen Entrance Tire Track Damage

Joey had reported to Jim that there were some work truck tire tracks in the Aberdeen entrance beds during the reconstruction of the railroad crossing to the south. The board agreed that nature seems to be repairing the damage on its own and no action is needed.

## MEMBERSHIP

### 1. Membership List

Rachel reported that membership is sitting at 299 members. The board reviewed a list of names from dues mailing/January newsletters that had been returned. They agreed to change the entries to vacant except for one rental. Rachel will make those changes and anticipates that the directory will go to print the week of May 23.

### 2. Ad Status

Rachel reported that there are currently 44 ads total, 3 are comped and 3 are not paid for as of yet (Anderson Associates, Architectural Resource Corporation and A Better Door and Window). Total ad income for 2011 is: \$2330, which is about \$300 more than 2010.

### 3. New Resident Welcomes

Brandon is trying to connect with Greg. He noted that there have not been a lot of sales recently.

→ ACTION ITEM: Brandon will email Tom for a list of any new move ins in 2011 and will pass along this information to Rachel for the newsletter.

## ARC

### 1. 509 Aberdeen

Plans have been approved and the homeowner is working on renovations.

### 2. The Tyvek House on Aberdeen

Jim called the homeowner to ask about the project status as the house has been wrapped in Tyvek for over a year now. He has not yet received an answer.

### 3. Deck/Gazebo Plans

Tom W. sent an email to Tom about a homeowner behind him who was adding a deck or gazebo. He wanted to make sure PHA was aware of the plans. However, he did not have an address for the property and wasn't sure if Tom had approved the plans or not.

## FINANCIAL

### 1. Treasurer's Report

Tom K. reported that the following:

Dues income: \$21,320

Ad income: \$2330

Current cash balance: \$35,214.81

PHA will still need to pay out an additional \$8,000 for landscaping. There are also other assorted planned expenditures. The total projected income for 2011 was approximately \$25,000. PHA will have to dip into prior year's fund balance to pay all budgeted expenses for 2011.

Discussion was held on ways to increase revenue. Discussion was tabled until after the meeting with the homeowners attorney on June 22.

→ ACTION ITEM: Brandon and Greg will send out a letter to all residents who were members last year who did not renew this year encouraging them to rejoin even if they are in the process of moving.

## SOCIAL

### 1. Fireworks

The board discussed the proposed contribution to the PCC fireworks event. Tom K. moved and Rich seconded to give \$2000 to Prestwick Country Club to offset the July 3 fireworks costs. All were in favor.

→ ACTION ITEM: Rachel will email Jen Ziltz to get details on the fireworks for the newsletter.

### 2. Balmoral Outing

The board discussed Joey's proposal to do an outing at Balmoral Race Track and agreed to reserve the September 11, 2011, date, and pay the \$100 fee for use of the VIP room.

→ ACTION ITEM: Rachel will connect with Joey to get details to include in the June newsletter so people can save the date.

## SECURITY

No report.

## WEB SITE

Brandon requested that the web site be updated quarterly. Rachel can send a batch of minutes with each newsletter.

→ ACTION ITEM: Rachel will send Travis the 2011 web ads to put on the site when she sends the June newsletter.

## GOVERNMENTAL

### 1. Code Violation Enforcement Committee

Marc was out of town, and Rich said they have not yet been able to meet.

Rich has a list of possible procedures to follow for code violations.

Discussion was held about recruiting non-board members to serve on this committee.

Discussion was tabled until after the meeting with the homeowners attorney.

→ ACTION ITEM: Rachel will scan the sample violation procedure forms that Tom gave Jim and send out with the minutes.

## 2. Yard Maintenance

Tom B. will email the village with a list of properties that need village attention. Jim will cover Aberdeen. Brandon will take Prestwick Drive. The rest of the board should make note of overgrown/unmaintained lots in their section and email the list to Tom so he can contact the village.

→ ACTION ITEM: Board members will email Tom B. a list of overgrown properties in their section so that he can request village maintenance.

## 3. Repaving of Aberdeen

Jim reported this will take place this summer down to Dover Circle.

→ ACTION ITEM: Rachel will include this information in the newsletter.

## LEGAL

### 1. Meeting with Attorney

PHA will meet with John Bickley on Wednesday, May 22, at 6 p.m. at the Club.

→ ACTION ITEM: Jim will email Mr. Bickley a list of questions and key points before the meeting. These may include: legal procedures to require 100% membership, explanation of powers of bylaws/covenants enforcement, annual meeting/elections requirements, ability to revise bylaws

## NEWSLETTER

The next newsletter will go out at in early June.

Articles will include:

Fireworks details

Balmoral outing details

PCC info

New neighbor welcome

Street repaving info

Liberty thank you

Tunzi article reprint

Tom W. moved to adjourn. Tom K. seconded. All in favor.

Next meeting: Weds., June 22, at 6 p.m. at the Club. HOA attorney Mr. Bickley to attend.

Respectfully submitted,  
Rachel Gilmore  
Recording Secretary